

**State Sponsored Group
Insurance Fund**

**Financial Statements
and
Independent Auditors' Report**

September 30, 2013

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Independent Auditors' Report

Mr. John E. Nixon, CPA, Director
Department of Technology,
Management and Budget

Mr. Thomas H. McTavish, Auditor General
Office of the Auditor General

Ms. Janine M. Winters, Director
Office of the State Employer

Ms. Janet McClelland, Acting Director
Office of the State Personnel Director

Report on the Financial Statements

We have audited the accompanying financial statements of the State Sponsored Group Insurance Fund, as of and for the year ended September 30, 2013, and the related notes to the financial statements, which collectively comprise the basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of

expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the State Sponsored Group Insurance Fund, as of September 30, 2013, and the changes in its financial position, and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of a Matter:

As discussed in Note 1, the financial statements of the State Sponsored Group Insurance Fund, State of Michigan, are intended to present the financial position and the changes in financial position and cash flows of only that portion of the activities of the State of Michigan that is attributable to the State Sponsored Group Insurance Fund. They do not purport to, and do not, present fairly the financial position of the State of Michigan as of September 30, 2013, and the changes in its financial position and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Matter:

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we will also issue a report on our consideration of the State Sponsored Group Insurance Fund's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering State Sponsored Group Insurance Fund's internal control over financial reporting and compliance.

Yeo & Yeo, P.C.

Lansing, Michigan
December 3, 2013

STATE SPONSORED GROUP INSURANCE FUND
Department of Technology, Management and Budget,
Civil Service Commission, and Office of the State Employer
Statement of Net Position
As of September 30, 2013

Assets

Current assets:

Equity in common cash (Note 3)	\$ 288,374,247
Accounts receivable:	
Amounts due from other funds (Note 4)	2,306,754
Amounts due from component units (Note 4)	29,778
Miscellaneous (Note 5)	11,160,935
Total current assets	301,871,714

Other noncurrent assets (Note 6)	1,200,000
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Total assets	\$ 303,071,714
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Liabilities and Net Position

Current liabilities:

Warrants outstanding	\$ 14,206
Accounts payable and other liabilities:	
Claim liabilities (Note 7)	41,176,697
Vouchers payable	25,413,847
Deferred revenue	145,145
Total current liabilities	66,749,895

Long-term liabilities:

Claim liabilities (Note 7)	89,958,922
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Total liabilities	156,708,817
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Net Position

Unrestricted (Note 8)	146,362,897
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Total liabilities and net position	\$ 303,071,714
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See Accompanying Notes to the Financial Statements

STATE SPONSORED GROUP INSURANCE FUND
Department of Technology, Management and Budget,
Civil Service Commission, and Office of the State Employer
Statement of Revenues, Expenses, and Changes in Net Position
For the Fiscal Year Ended September 30, 2013

Operating revenues	
Premium contributions	<u>\$ 727,946,008</u>
Operating expenses	
Claim payments and premiums	698,481,339
Service fees and other administrative expense	<u>19,828,555</u>
Total operating expenses	<u>718,309,894</u>
Operating income	9,636,114
Nonoperating revenues	
Interest revenues	<u>298,765</u>
Change in net position	9,934,879
Net position at beginning of fiscal year	<u>136,428,018</u>
Net position at end of fiscal year	<u><u>\$ 146,362,897</u></u>

See Accompanying Notes to the Financial Statements

STATE SPONSORED GROUP INSURANCE FUND
Department of Technology, Management and Budget,
Civil Service Commission, and Office of the State Employer
Statement of Cash Flows
For the Fiscal Year Ended September 30, 2013

Cash flows from operating activities	
Cash received from customers	\$ 727,062,750
Payments to suppliers	(351,760,478)
Claims paid	<u>(369,665,785)</u>
Net cash provided by operating activities	<u>5,636,487</u>
Cash flows from noncapital financing activities	
Loans or loan repayments from other funds	<u>22,945,905</u>
Cash flows from investing activities	
Interest on equity in common cash	<u>298,765</u>
Net increase in cash and cash equivalents	28,881,157
Cash and cash equivalents at beginning of fiscal year	<u>259,478,884</u>
Cash and cash equivalents at end of fiscal year	<u><u>\$ 288,360,041</u></u>
Reconciliation of operating income to net cash provided by operating activities	
Operating income	\$ 9,636,114
Changes in assets and liabilities	
Amounts due from other funds and component units	(1,568,835)
Miscellaneous receivables	820,098
Accounts payable and other liabilities	<u>(3,250,890)</u>
Net cash provided by operating activities	<u><u>\$ 5,636,487</u></u>
Reconciliation of cash and cash equivalents	
Equity in common cash	\$ 288,374,247
Warrants outstanding	<u>(14,206)</u>
Cash and cash equivalents at end of fiscal year	<u><u>\$ 288,360,041</u></u>

See Accompanying Notes to the Financial Statements

State Sponsored Group Insurance Fund Notes to the Financial Statements

Note 1 Summary of Significant Accounting Policies

Reporting Entity

The accompanying financial statements report the financial position, changes in financial position, and cash flows of the State Sponsored Group Insurance Fund, a proprietary fund of the State of Michigan, as of and for the fiscal year ended September 30, 2013. They are not intended to present the financial position, changes in financial position, and cash flows of the State of Michigan or its internal service funds in conformity with accounting principles generally accepted in the United States of America. The State Sponsored Group Insurance Fund is reported as an internal service fund in the *State of Michigan Comprehensive Annual Financial Report (SOMCAFR)*.

The footnotes accompanying these financial statements relate directly to the State Sponsored Group Insurance Fund. The *SOMCAFR* provides more extensive disclosures regarding the State's significant accounting policies; budgeting, budgetary control, and legal compliance; common cash; pension benefits; and other postemployment benefits.

Measurement Focus, Basis of Accounting, and Presentation

The financial statements contained in this report are prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of cash flows. Rebates, adjustments, and other related receipts are netted against expense. Operating revenues and expenses generally result from providing insurance benefits. All other revenues and expenses are reported as nonoperating.

As allowed by Governmental Accounting Standards Board (GASB) Statement No. 62, *GASB Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, the State's proprietary funds follow all GASB pronouncements and those Financial Accounting Standards Board Statements and Interpretations, Accounting Principles Board Opinions, and Accounting Research Bulletins that were issued on or before November 30, 1989, except those that conflict with a GASB pronouncement.

State Sponsored Group Insurance Fund Notes to the Financial Statements

Adoption of New Accounting Standard

The Government Accounting Standards Board issued Statement 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources and Net Position*, which the government adopted effective October 1, 2012. The new standard provides guidance for reporting net position in a statement of financial position and related disclosures.

State Sponsored Group Insurance Fund Cash Account

The Fund utilizes the State Treasurer's Common Cash pool as its primary cash account for the insurance programs it administers. Premiums collected are deposited, and claim payments and administrative expenses are paid from this account. Because a single account is used, an individual insurance program can have a deficit cash balance while the Fund in total can have a positive cash balance. For the purpose of the statement of cash flows, the Fund considers equity in the State Treasurer's Common Cash pool net of warrants outstanding to be cash and cash equivalents.

Note 2 Description of the State Sponsored Group Insurance Fund

The Fund was administratively established to account for employee insurance benefit programs, which are largely self-funded. Five group insurance programs are offered to State employees: health, dental, vision, long-term disability, and life.

To participate in these programs, an employee must be appointed for at least 720 hours and be either full-time or at least 40% part-time (the 40% requirement does not apply to the health program). Funding for the various insurance programs is based on the respective pay action determinations made by the Civil Service Commission and varies among employee groups. In general, funding for each program is as follows:

- Health insurance is funded based upon an employee's hire or rehire date and union code. The State Health Plan and the New State Health Plan are funded 80% and 20% by the State and the employee, respectively. The State contributes a maximum of 85% of the cost for those employees enrolled in health maintenance organizations up to the amount paid for the same coverage under either state health plan.

State Sponsored Group Insurance Fund Notes to the Financial Statements

- The new State Health Plan does not apply to employees in the Michigan State Police Troopers Association. Effective October 31, 2010, C.O.P.S. Trust (Coalition of Public Safety Employees Health Trust) became available only to MSPTA (State Police) represented employees. This is an optional health insurance plan and this new plan did not replace the State's current PPO and HMO plans.
- Effective October 1, 2011, the State of Michigan offered health insurance to Other Eligible Adult Individuals (OEAI) to elected unions through the collective bargaining process. Employees currently represented by UAW Local 6000, SEIU Local 517 M, and NEREs may enroll one OEAI.
- Dental insurance is funded 95% and 5% by the State and the employee, respectively.
- The State contributes 100% for vision insurance for employees.
- Contribution rates for long-term disability insurance vary depending on the unused hours of sick leave accumulated by the employee. However, in total, long-term disability is funded 50% and 50% by the State and the employee, respectively.
- The State contributes 100% for employee life insurance coverage, and the employee contributes 100% for dependent life insurance coverage.

GASB Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*, was adopted by the State of Michigan for fiscal year 2007-08. Statement No. 45 prohibits the reporting of retiree related postemployment benefits within the State Sponsored Group Insurance Fund. All retiree related activity, including accumulated net assets, is no longer reflected in this report. As of October 1, 2007, the retiree activity is recorded in certain other employee benefit trust funds in the *SOMCAFR*.

State Sponsored Group Insurance Fund Notes to the Financial Statements

More specific information concerning eligibility requirements, benefit level, and funding policies is included in employee collective bargaining agreements, benefit plan booklets, and rules and regulations issued by the Civil Service Commission.

Note 3 Equity in the State Treasurer's Common Cash

Equity in the State Treasurer's Common Cash pool represents the State Sponsored Group Insurance Fund's interest, at market, in an investment pool managed by the State Treasurer.

The investment authority for the Common Cash pool is found in Act 105, P.A. 1855, as amended. The State Treasurer may invest surplus funds belonging to the State in the bonds, notes, and other evidences of indebtedness of the United States government or its agencies and in prime commercial paper. Certificates of deposit are permitted in financial institutions whose principal office is located in the State of Michigan.

The State Sponsored Group Insurance Fund's pro-rata share of the State Treasurer's Common Cash pool was \$288,374,247 at September 30, 2013. For the total amount of deposits and investments in the State Treasurer's Common Cash pool and their specific risks, please refer to the *SOMCAFR*.

Common Cash Deposits

Custodial Credit Risk

The custodial credit risk for deposits is the risk that, in the event of failure of a depository financial institution, the State's deposits may not be recovered.

Deposits are exposed to custodial credit risk if they are not covered by depository insurance and the deposits are:

- a. Uncollateralized,
- b. Collateralized with securities held by the pledging financial institution, or
- c. Collateralized with securities held by the pledging financial institution's trust department or agent but not in the depositor-government's name.

State Sponsored Group Insurance Fund Notes to the Financial Statements

The State Treasurer's Common Cash pool policy requires the following criteria to lessen the custodial credit risk: All financial institutions holding the State's money must pledge collateral equal to the amount of the account balance for all demand and time deposits, to secure the State's funds; a bank, savings and loan association, or credit union holding the State's funds must be organized under the law of Michigan or federal law and maintain a principal office or branch office in the State of Michigan; and no deposit in any financial organization may be in excess of 50% of the net worth of the organization.

Foreign Currency Risk

Foreign currency risk is the risk that changes in exchange rates will adversely affect the fair value of deposits.

Act 35, P.A. 1997, requires State deposits to be held in a financial institution that maintains a principal office or branch office located in the State of Michigan. The State had no Common Cash pool deposits subject to foreign currency risk at September 30, 2013.

Common Cash Investments

Types of Investments

State Treasurer's Common Cash pool investments include prime commercial paper, certificate of deposits, and emergency municipal notes.

Risk

In accordance with GASB Statement No. 40, *Deposit and Investment Risk Disclosures*, investments also require certain disclosures regarding policies and practices with respect to the risks associated with them. The custodial credit risk, the credit risk, the interest rate risk, the concentration of credit risk, and the foreign currency risk are discussed in the following paragraphs.

Custodial Credit Risk

Custodial credit risk for investments is the risk that, in the event of a failure by a counterparty, the State Sponsored Group Insurance Fund will not be able to recover the value of the investment or collateral securities that are in the possession of an outside party.

State Sponsored Group Insurance Fund Notes to the Financial Statements

Investment securities are exposed to custodial credit risk if the securities are uninsured, are not registered in the name of the government, and are held by either:

- a. The counterparty or
- b. The counterparty's trust department or agent, but not in the government's name.

The State Treasurer does not have an investment policy for managing custodial credit risk. At September 30, 2013, Common Cash pooled investments were not exposed to custodial credit risk.

Credit Risk

Credit risk is the risk that an issuer or another counterparty to an investment will not fulfill its obligations.

The State Treasurer requires that prime commercial paper investments be rated A-1 or P-1 at the time of purchase as rated by the two major rating services, Standard & Poor's (A-1) and Moody's Investor Service (P-1). Borrowers must also have at least \$400 million in commercial paper outstanding, and the State Treasurer may not invest in more than 10% of a borrower's outstanding debt. The Common Cash pooled investments are further limited to \$200 million in any borrower, unless the borrower has an A-1+ rating, in which case the investment is not to exceed \$300 million.

The State Treasurer's investment in emergency municipal loans is evidenced by unrated notes held by the State in the State's name. In addition, at September 30, 2013, prime commercial paper investments were rated at A-1, P-1, or above.

Interest Rate Risk

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment.

State Sponsored Group Insurance Fund Notes to the Financial Statements

The State Treasurer's Common Cash pool policy states that cash equivalents are to be invested in short-term fixed income securities with an average weighted maturity of less than one year to provide liquidity and safety of principal from capital market and default risk.

The State Treasurer does not have a policy for controlling interest rate risk regarding the Common Cash pool investments in the special loan program (Emergency Financial Assistance Loan Program). These loan programs are investments created through legislation. Although some interest rate risk exposure exists, interest rate risk is not a consideration when entering into the special loan programs.

Concentration of Credit Risk

Concentration of credit risk is the risk of loss attributable to the magnitude of a government's investment with a single issuer.

The State Sponsored Group Insurance Fund is invested in pooled investments in the State of Michigan Common Cash pool, which is excluded from concentration of credit risk disclosure requirements.

Foreign Currency Risk

Foreign currency risk is the risk that changes in exchange rates will adversely affect the fair value of deposits.

The State Treasurer's Common Cash pool investment policy does not allow for investment in foreign investments or currency; therefore, the State Sponsored Group Insurance Fund is not exposed to foreign currency risk.

Note 4 Interfund Receivables

The statement of net position includes interfund receivables totaling \$2,336,532 at September 30, 2013. These receivables are composed of the amounts assessed for insurance accruals relating to the last pay period of the fiscal year.

State Sponsored Group Insurance Fund
Notes to the Financial Statements

Note 5 Miscellaneous Receivables and Revenues

The statement of net position includes miscellaneous receivables of \$11,160,935 at September 30, 2013. These receivables are predominately composed of amounts anticipated to be received from third party administrators for activity such as rebates and settlements.

Receivables are recorded for overpayments to claimants who were eligible to receive long-term disability benefits but later were awarded Social Security disability and/or pension disability benefits retroactive to periods initially covered by long-term disability. At September 30, 2013, the receivable balance and allowance for doubtful accounts totals \$11,079,086 and \$9,382,018, respectively. A decrease to the allowance for doubtful accounts in the amount of \$400,690 was recognized during the year against operating expenses.

Note 6 Other Noncurrent Assets

Two third party administrators requested a working capital advance at the start of the contract and will hold these advances throughout the entire length of the contract. The advances will be classified as current assets one year from the end of the contracts.

Note 7 Claim Liabilities

Expenses and liabilities for incurred claims and incurred but not reported or not processed claims, based on estimates from the plan administrators, have been recorded as liabilities in the amount of \$131,135,619 at September 30, 2013. The short-term portion of \$41,176,697 at September 30, 2013, is based on claims information received from plan administrators. Each of the various insurance carriers, with the exception of the long-term disability provider, has professional actuarial staff or outside professional contractors that estimate these amounts based on the program's past experience.

The long-term disability program estimates the incurred and incurred but not reported or not processed liability using actuarial principles, the program's past experience, and information from prior actuary studies. The long-term portion, related to the long-term disability program, is reported at a discounted present value of \$89,759,973 at September 30, 2013. For all claims incurred prior to

State Sponsored Group Insurance Fund
Notes to the Financial Statements

October 1, 2012, the discounted present value of the long-term disability liability was calculated over a 20-year period using a discount rate of approximately 0.80%. The remaining long-term claim liability of \$198,949 pertains to health care and vision insurance programs.

Changes in the State Sponsored Group Insurance Fund's claim liability for employee insurance benefit programs for the fiscal year ended September 30, 2013, are as follows:

Beginning balance	\$ 132,919,516
Current year claims, premiums, and changes	689,216,632
Claims payments and premiums paid	<u>(691,000,529)</u>
Ending balance	<u>\$ 131,135,619</u>

Note 8 Unrestricted Net Position

The statement of net position includes unrestricted net position balances of \$146,362,897 at September 30, 2013. Unrestricted net position represents employer and employee contributions in excess of recognized expenses and amounts required at the benefit program level. Recommended net position surpluses to cover catastrophic losses of the State Sponsored Group Insurance Fund (based on target funding levels suggested by the State Sponsored Group Insurance Fund's benefits consultants) were \$39,837,892 at September 30, 2013.

Note 9 Commitments and Contingencies

The State Sponsored Group Insurance Fund has contracted with various third parties to administrator the group insurance programs offered to State employees. The current contracts expire on different dates ranging from January 31, 2014, through December 31, 2016.

From time to time, the Fund is party to lawsuits and claims arising in the normal course of business. When this occurs, the Fund has defended and intends to continue to defend these actions vigorously and believes, based on currently available information, that adverse settlements, if any, will not be material to its financial position or results of operations.